SHRP 2 Web Tool:
Transportation for Communities—Advancing Projects through Partnerships

February 11, 2010, 1:00 PM EST
Today’s Presenters

Janet D'Ignazio and Stephen Zeigler
ICF International

Hugh Louch
Cambridge Systematics, Inc.

Steve Fitzroy and Tyler Comings
Economic Development Research Group
Moderator
Steve Andrle
TRB, SHRP 2

Technical Support
Patrick Zelinski
TRB, SHRP 2
The Case for Change

Collaboration is a cornerstone of successful capacity adding projects

- It is absolutely essential to have the right people at the table at the right time to make decisions that stick
- Risk of not collaborating is re-do loops and projects that cannot be built or will not meet the need

*Transportation for Communities, Advancing Projects through Partnerships* represents the outcome of three years of research focused on collaboration.
The Purpose of TCAPP

Practitioners are willing, often eager, to collaborate, but lack specific “how to” information to implement effective collaboration

– There is legislative support for collaboration
– Case studies showed there is willingness from practitioners
– Hurdle appears to be the specific understanding and detailed “road map” for how and when to collaborate and with whom

*TCAPP makes this “how to” information readily available*
Collaboration without Limitation

*TCAPP* is flexible and adaptable

- Can be used to support collaboration by any transportation agency
- Consistent with all existing federal laws and regulations
- Users can tailor it to apply to their unique situation.
TCAPP Approach

To achieve collaboration a broader range of interests must be incorporated into decision making process

- What are these interests?
- How do these interests get imbedded into decision making?
  - Change relationships? Who and what decision making role?
  - Changing the data that is informing the decisions?
  - Changing the analyses that are provided?
- What tools or technologies are available to manage and support multi-interest decision making?

Framework is the structured database of this detailed information for each decision point.
The Decision Guide
Capacity Program Related Research

- Performance Measurement
- Land Use and Economic Impacts
- Conservation Planning and Permitting
- Visioning
- Green House Gas Emissions
- Public Private partnerships
- Freight
- Expedited Project Delivery
- Reliability Performance Measures
Pilot Testing the Research

• Upcoming RFP for pilot testing the tool
  – RFP Release: March 2010
  – Proposals Due: April 2010
  – Contracts Awarded: September 2010

• TRB website:
  http://www.trb.org/StrategicHighwayResearchProgram2SHR
  P2/Public/Pages/capacitypilottests_334.aspx

• Teaming: Testing Collaboration in Transportation
Scope of the Pilot Test

C01: Collaborative Decision Making Framework (TCAPP)
C02: A Systems-Based Performance Measurement Framework
C03: Integrating Economic Considerations in Project Development (T-PICS)
C08: Linking Community Visions and Capacity Planning
C09: Incorporating Greenhouse Gas Emissions into the Decision Guide
Potential Topics

• Use the collaboration tools to:
  – guide development of an interagency approach to addressing GHGs
  – as part of a visioning exercise
  – aid performance measurement selection

• Compare the results of T-PICS to previous or up-coming projects

• Follow a TCAPP practical application

• Incorporate stakeholder involvement using TCAPP guidance
Pilot Test Timeline

MARCH
- RFP Release

APRIL
- Proposals Due

AUGUST
- C08: Visioning Completes
- C09: Integrating GHG Completes

SEPTEMBER
- Contracts Awarded
Question and Answer Session

- Please type your questions into this box
- We will ask as many of your questions as time allows
Have additional questions about pilot tests?

Contact: Steve Andrle
Chief Program Officer, TRB
Phone: (202) 334-2810
Email: SAndrl@nas.edu
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Thank you for joining the webinar

www.TRB.org/SHRP2
“Elected officials and the public are demanding that highway projects be delivered both faster and in a more environmentally friendly manner. If we are going to meet both expectations, our profession will need to change the way we develop projects.”

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Transportation for Communities - Advancing Projects through Partnerships (TCAPP) has been created to enhance collaboration in transportation decision making. Anyone involved in transportation plans or projects can benefit from the information and resources accessible here. The basic building block of TCAPP is the Decision Guide. This structure of key decisions common to all transportation agencies contains data to support an understanding of collaboration: why it is necessary, what is needed to support it, and how to make the changes necessary for a truly collaborative process.

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**Collaboration Assessment**

Not sure exactly what is missing or wrong?

It is often difficult to identify what is going wrong when plans and projects hit roadblocks. Collaboration Assessment helps to highlight specific ways in which collaboration might help. This is particularly useful when:

- Scoping a plan or a project
- Participants are not fully engaged
- Leadership is not supportive
- Gaining consensus has become a barrier

**Decision Guide Basics**

The Decision Guide represents a new way of considering key decisions within transportation planning, programming, and environmental review. This short tutorial answers the following questions:

- How will Understanding the Decision Guide improve my process?
- How might I use the Decision Guide?
- How does my agency fit in?
  
  FHWA | MPO  
  State DOT | Resource Agency

How do Stakeholders collaborate?

**Practical Applications**

The best place to start improving collaboration can start with small improvements that help address a special challenge or need of the agency. Practical Applications shows how to use this site to tackle relevant interest areas or challenges. Some current topics are:

- Linking MPO planning and NEPA
- Programming integrated with fiscal constraint
- Streamlining

New topics will be added in the future or you may develop your own application.

**Case Studies**

Examples of successful projects can offer many insights. Here are some you might find helpful.

**Related Research**

Continuing research that will enhance TCAPP includes:

- Performance Measurement Framework
- Land Use and Economic Impacts of Projects
Collaboration Assessment

Transportation plans and projects are at risk when collaboration is missing or ineffective, but sometimes the specific barriers are hard to identify. It is also easy to misdiagnose the problem and spend valuable resources on the wrong solution. Collaboration Assessment is intended to pinpoint areas where the individual process or team dynamics are not supportive of collaboration and then provide some strategies to address these issues. You may be surprised by what you learn.

The tabs to the left provide general advice without individual assessment. These can be useful if you want a quick understanding of the individual areas of assessment, or to consider appropriate strategies to address a problem already identified. However, it is highly recommended that you take the full assessment through the Practitioner or Stakeholder access below. For most people the survey will take about 30 minutes. If desired, you can complete only a portion of the assessment at one time and return to finish later. Results may be saved and printed.

To use the Collaboration Assessment tool, click the button that best describes your role:

- Practitioner
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Within the tool you are asked to respond to a series of statements to evaluate how well things are working in key areas of your existing process or team. The results will indicate areas that currently represent the greatest challenge to collaboration. Also included are strategies that you may consider as well as recommendations for using the Decision Guide to identify changes that will support greater collaboration.

You can use the Assessment tool as an individual or use it to conduct a group assessment to see how ready with you are to collaborate on a plan or project. A project sponsor may find this tool helpful in assessing the readiness to collaborate among partner agencies. A project manager can use this tool to help develop a project plan or may engage the entire team at the beginning of a project to identify potential pitfalls. There are many ways in which the Assessment tool can be used to understand how collaboration can be supported and
The collective goals are aligned to the requirements.

<table>
<thead>
<tr>
<th>Sense of Ownership</th>
<th>Strongly Disagree</th>
<th>Disagree</th>
<th>Neutral</th>
<th>Agree</th>
<th>Strongly Agree</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>The team members are committed to the process, goals and outcomes.</td>
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<td>The team members advocate for the project.</td>
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<td>The team members influence stakeholders to stay committed to the project.</td>
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<td>High level of buy-in among team members makes them a high performing team.</td>
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<th>Practitioner Communication</th>
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<tr>
<td>Goals and expectations are clearly communicated to team members.</td>
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<td>Team member receive an appropriate level of feedback on their performance.</td>
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<td>Team members can get further clarification from their team members and/or team leads when needed.</td>
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<td>Changing requirements and/or expectations are clearly communicated in a timely manner.</td>
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<td>Agencies provide team members with timely decisions when requested.</td>
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<tr>
<td>Agencies respond to requests for clarification from the team members.</td>
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Role Clarity is the ability of participants and the team as a whole to understand the role that each team member has within the transportation decision-making process. These roles can be formally defined, as in a Memorandum of Agreement, or informal. Role clarity is necessary to ensure that team members understand how their work and involvement in the process fits into the larger picture.

Potential Risks

When team members don’t understand or accept their roles and responsibilities, or the roles and responsibilities of other team members, this can lead to significant inefficiencies and/or lower project quality. It can also lead to increased frustration for the team members, which may set off a vicious cycle of continuously lower project quality, quantity, timeliness, or even safety. As a result, clarification of roles and responsibilities should be incorporated into the initiation phase of any project.

Questions to Consider

- Why are team members’ roles and expectations unclear?
- Were roles and expectations clearly defined at the beginning of the process? If no, why not? If yes, what caused the roles and expectations to become unclear over time?
- Why don’t team members accept the responsibilities and expectations associated with their roles?
- Why don’t team members respect the assigned roles and responsibilities of other team members?
- Do team members feel their roles and responsibilities are commensurate with their level in the organization?
- Are team members’ strengths and interests accounted for when assigning roles?
- Do team members see how their day-to-day actions impact the team goals?
Seven Steps to Role Clarification

Why Clarify Roles?
Role clarification helps team members perform more effectively. In fact, clarifying roles on a regular basis is essential for a high-performing work team. By setting aside time to give and receive feedback in a positive way, your team members will avoid blow-ups and stress producing chaos. Just follow the steps below.

Step 1: Originate
On a large flip chart, each person writes down their title and a short description of their role. Then, post the role descriptions around the room where they can

Step 3: Communicate
Read • Paraphrase • Ask for Feedback

Each person is invited to participate. The first volunteer reads their original role statements aloud, plus any feedback that was added and the author’s initials. The person asking for clarification then paraphrases what they think the written comment means and asks for feedback.

Validating page: 1
"Elected officials and the public are demanding that highway projects be delivered faster and in a more environmentally friendly manner. If we are going to meet these expectations, our profession will need to change the way we develop projects."

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Long Range Transportation Planning

- LRP-1: Approve Scope of Long Range Transportation Plan
- LRP-2: Approve Vision and Goals
- LRP-3: Approve Evaluation Criteria, Methodology, and Performance Measures
- LRP-4: Approve Transportation Deficiencies
- LRP-5: Approve Financial Assumptions
- LRP-6: Approve Strategies
- LRP-7: Approve Plan Scenarios
- LRP-8: Adopt Preferred Plan Scenario
- LRP-9: Adopt Finding of Conformity by MPO
- LRP-10: Adopt LRTP by MPO
- LRP-11: Approve Conformity Analysis (Federal Conformity Determination)

Programming

- PRO-1: Approve Revenue Sources

Corridor Planning

- COR-1
- COR-2
- COR-3
- COR-4
- COR-5
- COR-6
- COR-7
- COR-8
- COR-9

Environmental Review / NEPA Merged With Permitting

- ENV-1
- ENV-2
- ENV-3/PER-1
- PER-2
- ENV-4
- ENV-5
- ENV-6/PER-3
- ENV-7/PER-4
- ENV-8
- PER-5
- ENV-9
- ENV-10
- ENV-11/PER-6
Practical Applications - Corridor Planning Studies

Decision Point Name: COR-2  
Decision Point Title: Approve Problem Statements and Opportunities

Description: The full range of deficiencies and opportunities within a corridor are defined at this key decision. Deficiencies and opportunities extend beyond transportation, for this reason, the key decision is integrated with other planning processes such as land use planning and natural environment planning. Input from stakeholders also informs the key decision. The problem statements and opportunities resulting from this key decision are informed by the transportation deficiencies identified in long range planning and inform the purpose and need during environmental review.

There is information developed in prior key decisions that informs this step.

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<thead>
<tr>
<th>Purpose</th>
<th>Outcome</th>
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<tr>
<td>To develop a common understanding of deficiencies as well as opportunities that exist within the corridor, including transportation, community, and environment.</td>
<td>Agreement on the deficiencies and potential opportunities that will be considered during the corridor planning process.</td>
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Partner Roles

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Need Help?
Check out the Understanding the Decision Guide page
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<td>Does the documentation incorporate, to the extent possible, the information needed to bring into NEPA?</td>
</tr>
<tr>
<td>Does the problem and opportunities statement reflect the full range of deficiencies/problems/issues/opportunities in the corridor?</td>
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<tr>
<td>Have the problems and opportunities been documented sufficiently to inform the NEPA process?</td>
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<tr>
<td>Have the procedural requirements of NEPA for the purpose and need been followed in the development of the problems and opportunities for the corridor?</td>
</tr>
<tr>
<td>In MPO and rural areas, are these problems and opportunities consistent with what has been identified in other local adopted plans?</td>
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<td>In MPO areas, are these problems and opportunities consistent with what has been identified in the LRTP?</td>
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<th>Questions Partners ask to Incorporate Stakeholder Interests</th>
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<td>Are the stakeholders’ perceptions of the problems and opportunities consistent with our technical data? If there are differences, how are we addressing or handling the differences?</td>
</tr>
<tr>
<td>What is the justification for each of the stakeholder identified problems and/or opportunities that were not acknowledged or included in the final statement?</td>
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<th>Questions Partners ask to Gather Stakeholder Interests</th>
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<tr>
<td>Do you have any comment on the problems and opportunities that we have identified for the corridor?</td>
</tr>
<tr>
<td>How do you travel in the corridor? Where do you go? What problems do you encounter?</td>
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<tr>
<td>What is important to you, to your neighborhood, to the local area, to the region (transportation, community, environment) in the corridor?</td>
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Practical Applications

Long Range Transportation Planning
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- Environmental Review Merged With Permitting
- Stakeholder Collaboration
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- Streamlining a Bottleneck Project
- Performance Measures

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An identified transportation need moves through four stages of decision making before it becomes a viable project for construction. Each of these stages contains their own unique challenges to a successful product. Collaboration can be a powerful tool to help overcome these challenges.

Long Range Transportation Planning

MPO planners have many responsibilities that continually challenge the available resources. Collaboration can help planning efforts stay on track while supporting policy decisions that offer the best solution for the region.

Corridor Planning Studies

Because corridor planning is not a legally required process, it offers a great deal of flexibility with a more focused examination of problems and potential solutions. This helps move identified needs from the regional vision to a more solid concept for improvement. Collaboration in corridor planning studies can also offer a best practice set up for the environmental review process.
Long Range Planning

To enter the Decision Guide, click on the key decisions in the graphic below for further information on each. This includes links to relevant case studies as well as links between these key decisions and those in the long-range planning, programming, and environmental review phases.

### Long Range Transportation Planning

<table>
<thead>
<tr>
<th>LRP-1</th>
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### Programming

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### Environmental Review / NEPA Merged With Permitting

|-------|-------|-------------|-------|-------|-------|-------------|-------------|-------|-------|-------|--------|-------------|

Read More
planning and environmental review can help overcome this public confusion and focus their engagement as well as save time and money.

When NEPA practitioners and planners collaborate to successfully integrate the products from long range planning into the consideration of project alternatives, project development is more efficient, programming is more realistic, and early protection of the environment is possible. This Application identifies the data, analysis, and decisions that transfer between the processes as well as the individual key decisions that they support.
The Transportation for Communities Approach

The goal of Transportation for Communities is to integrate collaborative practices into the standard transportation decision-making process that is driven by federal regulations. Supporting information is provided through a framework of key decisions, the Decision Guide. Several key decisions are directly related to the selection of appropriate performance measures. Performance measures are also used as an analysis tool that informs the decision-making process at several points. For more about this approach, see Decision Guide Basics.

There are several key decision points in each of the four main decision-making phases that either deal with the selection of these measures or use the applied results as input for decision-making. Click on the highlighted key decisions in the graphic below for further information on each, including information on how performance measures are used in that decision and the linkages between key decisions.
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- How Does My Agency Fit In?

Decision Guide:

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Related Research

Continuing research that will enhance TCAPP includes:

- Performance Measurement Framework
- Land Use and Economic Impacts of Projects
- Future Projects as completed

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- Streamlining

New topics will be added in the future or you may develop your own application.
Welcome to TRB’s SHRP 2 Capacity Performance Measures web resource. This web resource is designed to help you select performance measures to support the evaluation of major highway capacity projects. The resource allows you to both browse individual planning factors (i.e., key issues you may want to address with performance measures) and to generate a report with a set of measures that are relevant to your project.

The web resource provides a framework for picking measures organized around five areas of concern - transportation, environment, economic, community, and cost - and 10 specific factors. Within each of the factors at the left, you will find descriptive information about that factor, a set of performance measures developed to support the SHRP 2 capacity framework, and case studies that illustrate the use of many of these measures. There are several ways to access this information:

- The **factor area navigation** at the left is the primary means to access descriptions of each factor, measures, and related case studies. Within each factor page, users can read about the factor, individual measures, and case studies, or select measures for inclusion in a report.
- The **Measures Checklist** link at the top of the page allows a user to directly select measures for inclusion in a report. Measures selected through the factor area navigation will be selected in this checklist.
- The **Diagnostic Tool** may be useful if you are not sure where to begin and you have a specific transportation project in mind. The tool provides a short set of questions that will select a potential, though not complete, set of measures for consideration and populate the measures checklist.
- Finally, the **Project Development Stages** provides information about using measures at various stages of the planning and project development process, from long-range planning through project design.

The measures in the framework are grouped by objective. These were chosen to reflect common objectives in use at transportation agencies, but most agencies will want to adapt these objectives to suit their own purposes. The web resource provides a description of each measure, data that may be required to calculate the measure, and the scale at which the measure is typically applied. The case studies offer examples of recent efforts by agencies to employ measures in the specific factor areas.
Demo of Performance Measurement Framework website
"Elected officials and the public are demanding that highway projects be delivered both faster and in a more environmentally friendly manner. If we are going to meet both expectations, our profession will need to change the way we develop projects."

Neil Pedersen
Administrator, Maryland State Highway Administration and Co-Chair, SHRP 2 Capacity Technical Coordinating Committee

Transportation for Communities - Advancing Projects through Partnerships (TCAPP) has been created to enhance collaboration in transportation decision making. Anyone involved in transportation plans or projects can benefit from the information and resources accessible here. The basic building block of TCAPP is the Decision Guide. This structure of key decisions common to all transportation agencies contains data to support an understanding of collaboration: why it is necessary, what is needed to support it, and how to make the changes necessary for a truly collaborative process.

It is absolutely essential to have the right people at the table at the right time with the right information to make decisions that stick.
Case Studies

One way to understand how collaboration can be incorporated into transportation decision making is through the use of case study examples. The cases provided here are representative of successful use of collaboration in a wide variety of transportation applications. The studies provide real-world best practices, pitfalls, and lessons learned. The case studies can be accessed through the tabs below which organize the cases by topic area, by state, and alphabetically.

Long Range Transportation Planning

[Download PDF] [Download Word Document] Binchamton Metropolitan Transportation Study – Community Vision based on Scenario Planning New York

[Download PDF] [Download Word Document] Maricopa Regional Transportation Plan – Balancing Regional Needs through Consensus Arizona

[Download PDF] [Download Word Document] Strategic Transportation, Environmental, and Planning Process for Urbanizing Places (STEP UP) Colorado

Corridor Planning Studies

Integrated Programming and Fiscal Constraint

Environmental Review Merged With Permitting

Stakeholder Collaboration

Integrated Planning

Linking MPO Planning and NEPA
Colorado STEP UP

Environmental Collaboration Supported by Web-based Technology

Executive Summary

Over the past decade, Colorado has been steadily improving its environmental planning process. Statewide efforts, including the Colorado Environmental Forum and the Colorado Conservation and Transportation Planning Workshop, have fostered not only an increased understanding between the Colorado Department of Transportation (CDOT) and environmental resource agencies, but have spawned a demonstrated forward-thinking project to streamline the integration of environmental considerations into long-range transportation planning. The project—Colorado’s Strategic Transportation, Environmental, and Planning Process for Urbanizing Places (STEP UP)—represents a partnership among CDOT, the US Federal Highway Administration (FHWA), Region 8 of the US Environmental Protection Agency (USEPA), and the North Front Range Metropolitan Planning Organization (NFRMPO).

The NFRMPO region spans the area north of Denver to the Fort Collins metropolitan area. Interstate 25 (I-25), the major north-south corridor, bisects the area. The MPO Boundary encompasses 600 square miles and is home to approximately 380,000 residents. The NFRMPO has been steadily refining its models for travel demand and land use and expanding its Geographic Information System (GIS) capabilities for the past several years.

Because the North Front Range is considered one of Colorado’s most innovative MPOs, the EPA and FHWA representatives for the region identified the opportunity to pilot an integrated planning project through the use of an environmental streamlining grant. These champions envisioned an opportunity to link land use and environmental concerns with a strong planning process in order to facilitate a true understanding of the issues and opportunities among all planning partners. The resulting process has advanced the technology needed to support this collaboration although a
Integrated Planning

Linking MPO Planning and NEPA

Streamlining a Bottleneck Project

Performance Measures

Land Use and Economic Impacts of Transportation Projects

Blue Route and Schuylkill interchange Pennsylvania

Branson Bypass (Ozark Mt. Highroad) Missouri

Casey Highway in Pennsylvania Pennsylvania

Central Artery/Tunnel Massachusetts

Hollister Bypass California

I-70 and 110th Street Interchange Kansas

I-785 Bypass Virginia

Southern Connector South Carolina

State Route 29 Wisconsin

US 75 North Central Expressway Texas
The US 75 project comprised reconstruction and widening of a 9-mile segment of US 75 (the North Central Expressway) which was severely congested and widely recognized as unsafe. The planning was initiated in the 1970s as a federally funded project, but progress was stalled. It was finally implemented without any federal funding through a partnership between the Texas Department of Transportation (TxDOT), Dallas Area Rapid Transit (DART), and the Cities of Dallas, University Park and Highland Park. This partnership existed from the initial stages of project planning based on a keen interest in improving the corridor.

Participation by local citizens was important in spearheading the project. Once the project was taken over by TxDOT and its partners, a key business leader in the Dallas area, championed the project, brought key actors together, and kept politicians under pressure to build it. This individual formed the North Central Task Force comprising three groups: policy makers (the governor, key mayors, and the task force chair); technical staff from TxDOT and the cities; and about 200 community representatives of neighborhood, business, environmental, economic, and political interest groups.

DART was integrally involved because the project was built in conjunction with the new North Central light rail line that follows the same alignment. A consistent design theme was followed for the North Central Expressway corridor and the new DART stations to create the appearance of an integrated facility. Key senior officials in DART worked with TxDOT to ensure a plan with the best end results for the public. DART also played a strong role in pushing for zoning changes that were implemented by the city to accommodate mixed use, transit-oriented development around the corridor.

TxDOT had a significant public involvement program to keep the project moving forward. The agency maintained transparency regarding decision making, responded aptly to controversies involving minority neighborhoods located in the vicinity of the corridor, conducted community meetings, and hired a communication specialist to guide the public relations process. Extensive media and community outreach was done to make sure that communities saw the potential benefits of the project.
The T-PICS System contains a database of case studies of built transportation projects and pre/post project data regarding their impacts on the economy of proposed new projects by providing information on the range of actual impacts observed from already-built projects. The system at this time contains information only for highway-related projects.

Case Search

(Screen and Select)

You define a set of project characteristics. The system screens available cases and selects those that meet your criteria. You can then view the selected cases.

My Project Tools

(Rate, Rank and Predict Impacts)

You describe a proposed project (not yet built). You set allowances for “importance weights” for various criteria. The system rates and ranks cases by how well they match to your defined criteria. You then view and compare best-ranked matches. The system then uses findings from available case studies to estimate the most likely level and range of economic impacts for your proposed project.